

State Board of Embalmers and Funeral Directors

**November 4, 2011
Division of Professional Registration
3605 MO Blvd
Jefferson City Missouri 65109**

OPEN CONFERENCE CALL MINUTES

November 4, 2011 9:30 a.m.

The meeting of the State Board of Embalmers and Funeral Directors was called to order by D. Todd Mahn, Chairman at 9:30 a.m.

Roll call

Board Members present

D. Todd Mahn, Chairman
James Reinhard, Vice Chairman
John McCulloch, Secretary
Gary Fraker, Member
Martin Vernon, Member

Board Members Absent

Archie Camden, Member

Staff Present

Sandy Sebastian, Executive Director
Lori Hayes, Inspector
Tabatha Lenzini, Administrative Office Assistant
Sharon Euler, Division Legal Counsel

A motion was made by Gary Fraker and seconded by John McCulloch to approve the open agenda. Motion carried with Martin Vernon and James Reinhard voting in favor with no votes in opposition. Archie Camden not present for the meeting.

A motion was made by John McCulloch and seconded by Gary Fraker to go in to closed for #1, 2, 7, and 9 of the attached motions to close. Motion carried Martin Vernon and James Reinhard voting in favor with no votes in opposition. Archie Camden not present for the meeting.

Board reconvened in Open Session at 10:45 a.m.

James Reinhard talked about The International Conference annual meeting being held February/March 2012 and how he felt it important for Sandy to attend and represent Missouri and hear the discussions on alkaline hydrolysis. Chair recommends the Executive Director to attend The Conference 108th annual meeting.

James Reinhard reported to the board about alkaline hydrolysis process from the NFDA conference he attended in Chicago.

A motion was made by Gary Fraker and seconded by Martin Vernon to adjourn the meeting 11:00 a.m. Motion carried with James Reinhard and John McCulloch voting in favor with no votes in opposition. Archie Camden not present for the meeting.

Executive Director: Sandy Sebastian

Date Approved: 12-7-2011

MOTIONS TO GO INTO CLOSED SESSION

1. DISCIPLINE

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo and 324.001.9 RSMo for deliberation on discipline

2. LEGAL ACTIONS/LITIGATIONS/PRIVILEGED COMMUNICATIONS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo for discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney

3. PROMOTING/HIRING/DISCIPLINING/FIRING EMPLOYEES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency

4. DIAGNOSIS/TREATMENT OF DISCIPLINED LICENSEES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (5) and Section 324.001.8 RSMo. for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees

5. EXAMINATION MATERIALS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (7) RSMo for reviewing testing and examination materials

6. EMPLOYEE PERFORMANCE RATINGS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (13) RSMo for making performance ratings pertaining to individual employees

7. APPLICATIONS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and Section 324.001.8 RSMo for discussing educational transcripts and/or test scores and/or complaints and/or audits and/or investigative reports and/or other information pertaining to the licensee or applicant for licensure

8. CLOSED MINUTES

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and 324.017 RSMo for the purpose of reviewing and approving the closed minutes of previous meetings

9. COMPLAINTS/ INVESTIGATIVE REPORTS/AUDITS

I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant

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